

SAN PEDRO PROPERTY OWNERS ALLIANCE BOARD OF DIRECTORS MEETING

MEETING MINUTES

December 3, 2008

**Meeting Location: San Pedro City Hall
638 S. Beacon Street, Room # 452
San Pedro, CA 90731**

1. CALL TO ORDER – Eric Eisenberg, President 9:00 AM

The meeting was called to order by President Eisenberg at 9:00 AM.

2. INTERIM BOARD

Eric Eisenberg, President
Jayme Wilson, Vice President / Secretary
Alan Johnson, Treasurer
Camilla Townsend, Chamber of Commerce, Board Member
Ralph Hicks, Port of Los Angeles, Board Member
Lauren Cohen, Galaxy Commercial Holding, Board Member
Anthony Bilas, Board Member

In attendance: Board Members – Eisenberg, Wilson, Johnson, Cohen, Horn, Hicks, Townsend

Excused absences – Bilas

Staff – Duckworth

Guests – See Supplemental Sign-in Sheet

3. PUBLIC COMMENTS

This opportunity is reserved for any public comments to the Board pursuant to the Brown Act with the understanding that no action may be taken, nor discussion conducted on un-agendized subjects. It is the Board's policy that persons in the audience may address the Board in connection with any particular agenda item during the public comment period. As provided by the Brown Act, each individual's speaking time shall be limited to three minutes. Anyone desiring to speak during the public comment period must complete a speaker card and submit it to the Chair prior to the start of the meeting.

None.

4. APPROVAL OF MINUTES

President Eisenberg ordered consideration of the referenced Meeting Minutes continued to the next meeting.

5. OLD BUSINESS

- A. Report from CRA/LA Walter Beaumont Re: Consideration of Develop An Artist Rent Subsidy / Incentive Program

Walter Beaumont of the CRA/LA presented a report on the status of the agency's negotiation of a Memorandum of Understanding to initiate funding of the Arts, Culture, and Entertainment District Plan. He distributed a written report dated December 4, 2008 that reflected his comments and was presented to the CRA/LA Commission. In response to SPPOA Board inquiries, he promised to return to the SPPOA with implementation details as soon as those were available.

President Eisenberg order the report to be received and filed until such time as the CRA/LA and the SPPOA Ad Hoc Committee of ACE District Implementation returned with new information and / or recommendations.

President Eisenberg recognized Liz Schindler, a BID stakeholder. She expressed her view that the SPPOA and the BID should take all measures possible to promote the arts in San Pedro and provide artist incentives.

- B. Documentation of Repayment Authorization for Eric Eisenberg Start-up Loan to BID

Executive Director Duckworth presented the Board Report which was included in the SPPOA Agenda packet.

After discussion, motion: Johnson; 2nd: Townsend. "The SPPOA Board of Directors authorizes the Executive Director to provide for start-up loan repayment to Eric Eisenberg from Historic Waterfront District accounts as soon as assessment revenues have been received." Approved unanimously.

6. NEW BUSINESS

- A. Review and Possible Approval of Annual Planning Report / Budget for 2009

Executive Director Duckworth and President Eisenberg presented the Historic Waterfront District Annual Report for 2009 as included in the meeting packet and required by the City's contract for BID administration. Since the District has been in operation only a short time, it is very similar to the 120-day budget and cash flow documents that the SPPOA considered at their prior meeting. The SPPOA Board of Directors, boundaries, improvements and activities for 2009, and method and basis for levying assessments were as discussed in November. Expenditure and cash flow projections simply extended the financial period to a full year. All District operations are consistent with the adopted Management District Plan and its Multi Year Budget. The Historic Waterfront District produced an estimated surplus from 120 days of operations in 2008 of an estimated \$67,172. For 2009, a surplus of \$37,044 is projected.

After questions, answers, and comments, motion: Wilson; 2nd Cohen. “The SPPOA Board of Directors approves the Annual Planning Report as provided and authorizes the Executive Director to submit it to the Office of the City Clerk. Approved unanimously.

- B. Formation of SPPOA Ad Hoc Sub Committee to Consider Maintenance Services Proposals

Executive Director Duckworth suggested that the SPPOA consider forming an Ad Hoc Sub-Committee to consider streetscape maintenance proposals as they are received. With respect to BID security services, a similar process seemed to work very well in terms of providing the Board Members with an opportunity to fully review and analyze all of the submitted proposals while, at the same time, effectively conserving limited meeting time.

President Eisenberg supported the concept. He further requested that the BID send a survey with open-ended opportunities for input to all BID property owner stakeholders in order that the Board could assess their streetscape maintenance priorities. The full Board agreed. Executive Director Duckworth suggested that such a survey be conducted after the Holiday Season so that stakeholder responses might be minimized. The Board agreed.

After discussion, President Eisenberg suggested that the SPPOA Ad Hoc Streetscape Maintenance Committee should consist of Board Members Wilson, Eisenberg, and Johnson. The SPPOA concurred.

7. REPORT FROM ANDREWS INTERNATIONAL / BID SECURITY PATROL

- A. Dave McCall, San Pedro Security Services Director

BID Security Director McCall presented the Monthly BID Security Monthly Report as provided in the meeting packet materials. After discussion, President Eisenberg ordered the report to be received and filed with the Board’s appreciation for a job “well done.”

- B. Approval of 1 Year BID Security Office Space Donation and Ratification of Interior Painting & Carpeting Costs (NTE \$670 in labor and \$600 in materials)

Executive Director Duckworth presented his recommendation that the SPPOA accept a one (1) year donation of office space for the BID Security Patrol from President Eric Eisenberg, and approve / ratify an expenditure not to exceed \$670 to provide for minor interior painting, patching, and indoor/outdoor carpeting for the space in order that it be serviceable.

The Board expressed appreciation for President Eisenberg’s generosity.

After discussion, motion: Wilson; 2nd Johnson. “The SPPOA Board of Directors hereby accepts the limited office space donation, approves / ratifies expenses not to exceed \$670 for minor interior repairs, and authorizes the

Executive Director to implement this action by executing documents as needed.” Unanimously approved.

8. EXECUTIVE DIRECTOR’S REPORT

Executive Director Duckworth reported that he had several telephone conversations with a BID property owner who was unhappy with the amount of his BID assessment and requested that his residentially used, but commercially zoned property receive a full 50% assessment reduction from other commercial properties. He explained that the BID assessment formula had been carefully reviewed and approved by the City of Los Angeles and that he did not believe that the City Attorney would approve an assessment formula that treated one commercially zoned parcel; different from another. At the same time, he asked of the Board had any interest in pursuing this concept.

After questions, answers, and discussion, the Board consensus was to not pursue the concept of treating similarly zoned properties differently, regardless of use.

9. ITEMS FROM BOARD MEMBERS

None.

10. NEXT MEETING – January 7, 2009

11. ADJOURNMENT

10:00 AM

President Eisenberg adjourned the meeting at 10:00 AM.